United Nations E/ICEF/1999/2

Economic and Social Council

Distr.: General
23 November 1998

Original: English

United Nations Children's Fund
Executive Board
First regular session 1999
19-22 and 25 January 1999
Item 2 of the provisional agenda

For action

Provisional annotated agenda and organization of work

For the first regular session of 1999 of the Executive Board to be held at United Nations Headquarters from 19 to 22 and 25 January 1999

Summary

The present document contains the provisional annotated agenda and organization of work for the first regular session of 1999 of the Executive Board. The annex contains the proposed timetable and organization of work for the session.

98-36830

Provisional agenda

Item 1: Opening of the session:

(a) Election of the officers of the Executive Board for 1999

(b) Election of Executive Board representatives to the World Health Organization (WHO)/UNICEF/United Nations Population Fund (UNFPA) Coordinating Committee on Health (CCH) and to the United Nations Educational, Scientific and Cultural Organization (UNESCO)/UNICEF Joint Committee on Education (JCE)

(c) Statements by the President and the Executive Director

Item 2: Adoption of the provisional agenda and timetable and organization of work

Item 3: Report of the Executive Director (Part I): Annual report to the Economic and Social Council

Item 4: Resource mobilization strategy for UNICEF

Item 5: Private Sector Division (PSD) work plan and proposed budget for 1999

Item 6: Country notes

Item 7: Summary of mid-term reviews (MTRs) and major evaluations of country programmes

Item 8: Progress in implementing the biennial support budget for 1998-1999

Item 9: Financial matters:*

(a) UNICEF financial report and audited financial statements for the biennium ended 31 December 1997 and report of the Board of Auditors

(b) Report to the United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions

Item 10: 1999 UNICEF Maurice Pate Award

Item 11: Other matters

Item 12: Closing remarks by the Executive Director and the President

Item 13: Joint meeting of the Executive Boards of UNICEF and UNDP/UNFPA

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* Deferred from the second regular session in September 1998.

Annotated provisional agenda

1. Opening of the session

(a) Election of the officers of the Executive Board for 1999

The first action following the opening of the session will be the election of the President and four Vice-Presidents representing the regional groups of the United Nations. In accordance with decision 1992/7 (E/ICEF/1992/14), the President of the Board will be nominated from among the African group of States which are members of the Board.

(b) Election of Executive Board representatives to the WHO/UNICEF/UNFPA Coordinating Committee on Health and to the UNESCO/UNICEF Joint Committee on Education

Under this agenda item, the Executive Board will elect representatives to both the WHO/UNICEF/UNFPA CCH and the UNESCO/UNICEF JCE for the biennium 1999-2000 (1 January 1999-31 December 2000). UNICEF representatives to both committees are selected by the Executive Board and, for JCE only, include the President of the Board as an ex officio member. Each committee comprises five members, elected in their personal capacity and representing the five regional groups at the United Nations, and five alternate members elected in their personal capacity from the same country as the members, bearing in mind the necessity for continuity. Members and their alternates nominated by States should be senior persons with relevant professional and UNICEF Board expertise and experience, able to provide technical guidance and policy advice to the concerned organizations.

(c) Statements by the President and the Executive Director

Following the election, introductory statements will be made by the President of the Executive Board and the Executive Director.

2. Adoption of the provisional agenda and timetable and organization of work [FOR ACTION]

The provisional agenda has been structured in accordance with relevant Executive Board decisions, in particular the 1999 programme of work adopted by the Board at its second regular session in September 1998 (E/ICEF/1998/6/Rev.1, decision 1998/19). The proposed timetable and organization of work, which was shared with the Bureau (CF/EB/1998/054 of 17 November 1998), is contained in the annex.

Decisions will be adopted as the discussion of each agenda item is concluded. However, if required, time will be set aside for Board members to consult informally on all outstanding draft decisions.

3. Report of the Executive Director (Part I): Annual report to the Economic and Social Council

[FOR ACTION - E/ICEF/1999/4 (Part I)]

This report responds to Executive Board decision 1995/5 (E/ICEF/1995/9/Rev.1) on annual reports to the Economic and Social Council, which sets out the format and content of that part of the annual report of the Executive Director to the Board which also serves as the annual report to the Council. The Board may wish to take note of this report and transmit it, along with its comments, to the 1999 substantive session of the Council.

4. Resource mobilization strategy for UNICEF

[FOR ACTION - E/ICEF/1999/5]

This report was requested by the Executive Board at its first regular session in January 1998 (decision 1998/6). The subject was also discussed by the Board at its annual and second regular sessions of 1998, and the secretariat has taken the relevant decisions (1998/8 and 1998/14, respectively) and comments into account in the preparation of the report. The Board may wish to consider and approve the draft decision contained therein.

5. Private Sector Division work plan and proposed budget for 1999

[FOR ACTION - E/ICEF/1999/AB/L.5]

The Executive Board will have before it the PSD work plan and proposed budget for 1999. The Board may wish to consider and adopt the draft resolution relating to the budget proposal.

6. Country notes

[FOR INFORMATION - E/ICEF/1999/P/L.8-E/ICEF/1999/P/L.15]

In accordance with decision 1995/8 on the consideration and approval of country programme recommendations (CPRs), the secretariat has prepared brief country notes for Board consideration. Designed to inform the Board at an early stage of the ideas regarding the mix and weight given to programme strategies and priorities, the country notes are for country programmes of cooperation to be implemented beginning in 2000. Comments made by delegations will be shared with the Governments concerned. The country notes will be used in developing the final CPRs for submission to the Board at its second regular session of 1999.

The Board will have before it one country note from the Eastern and Southern Africa region: Zimbabwe (E/ICEF/1999/P/L.8); two from the West and Central Africa region: Cape Verde and the Niger (E/ICEF/1999/P/L.9 and E/ICEF/1999/P/L.10); one from the Middle East and North Africa region: the Islamic Republic of Iran (E/ICEF/1999/P/L.11); and four from the Central and Eastern Europe, Commonwealth of Independent States and Baltic States region: Armenia, Azerbaijan, Romania and the Central Asian republics and Kazakhstan (E/ICEF/1999/P/L.12-E/ICEF/1999/P/L.15).

Following an introductory statement on the country notes by the Director, Programme Division, each regional director will provide a brief overview of activities in his/her region and a summary of the country notes being presented at this session.

7. Summary of mid-term reviews and major evaluations of country programmes

[FOR INFORMATION - E/ICEF/1999/P/L.1-E/ICEF/1999/P/L.7]

These reports were prepared in response to Executive Board decision 1995/8, adopted at its first regular session of 1995, in which the secretariat was requested to submit to the Board a summary of the outcome of MTRs and major country programme evaluations, specifying, *inter alia*, the results achieved, lessons learned and the need for any adjustment in the country note.

The reports cover the following regions: Eastern and Southern Africa (E/ICEF/1998/P/L.1); West and Central Africa (E/ICEF/1998/P/L.2); the Americas and the Caribbean (E/ICEF/1998/P/L.3); East Asia and the Pacific (E/ICEF/1998/P/L.4); South Asia (E/ICEF/1998/P/L.5); the Middle East and North Africa (E/ICEF/1998/P/L.6); and Central and Eastern Europe, the Commonwealth of Independent States and the Baltic States (E/ICEF/1998/P/L.7). With a few exceptions, the MTRs and major country programme evaluations described in the reports were conducted during 1998.

Following introductory statements on the MTRs by the Director, Programme Division, and on the major evaluations by the Director of the Evaluation, Policy and Planning Division, each regional director will provide a brief summary of the MTRs and major evaluations in his/her region.

8. Progress in implementing the biennial support budget for 1998-1999

[FOR INFORMATION - E/ICEF/1999/AB/L.1]

This report responds to Executive Board decision 1998/2 on the biennial support budget for 1998-1999 which was adopted at its first regular session of 1998. In that decision, the Executive Director was requested to ensure that the current ratio of management and administration costs and programme support costs to programme resources would be contained and to report on progress in implementing the biennial support budget for 1998-1999, taking into account the review of the medium-term plan, the levels of general resources, costs and income, the effect of currency fluctuations and implications for human resources; and to make any necessary recommendations to be implemented.

The Board will also have before it for review the report of the Advisory Committee on Administrative and Budgetary Questions on this document (E/ICEF/1999/AB/L.3).

9. Financial matters

The following two reports were deferred from the second regular session of 1999 to allow the Board to receive the report of the Board of Auditors and the report of the Advisory Committee on Administrative and Budgetary Questions on it. The Board would

also have the benefit of having input from the deliberations of the Fifth Committee on these issues.

(a) **UNICEF financial report and audited financial statements for the biennium ended 31 December 1997 and report of the Board of Auditors**
[FOR ACTION - Supplement No. 5B (A/53/5/Add.2)]

This report is presented to the Board on an annual basis for review and noting. It is submitted in line with General Assembly resolution 50/204 of 23 December 1995, and the formats agreed upon by the Administrative Committee on Coordination.

(b) **Report to the United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions**
[FOR INFORMATION - E/ICEF/1998/AB/L.9]

As an ongoing practice, UNICEF has been submitting a report to the General Assembly, through the Advisory Committee on Administrative and Budgetary Questions, to advise the Assembly as to the measures that the organization will take to implement the recommendations of the United Nations Board of Auditors.

This document reports on the steps taken or to be taken in response to the recommendations of the Board of Auditors on the UNICEF accounts for the biennium 1996-1997. It also present the status of implementation of the recommendations of the Board of Auditors on the UNICEF accounts for the biennium 1994-1995. It is submitted to the Executive Board for information.

10. 1999 UNICEF Maurice Pate Award
[FOR ACTION - E/ICEF/1999/6]

The Executive Director has made a recommendation, endorsed by the Bureau after examination of the nominations submitted, for the recipient of the 1999 UNICEF Maurice Pate Award for Board approval.

11. Other matters

The Board may consider discussing any other issues that it finds timely and appropriate under this agenda item.

12. Closing remarks by the Executive Director and the President

The Executive Director and the President will make concluding remarks and suspend the session in view of the convening of the joint meeting with the Executive Board of UNDP/UNFPA on Monday afternoon, 25 January.

13. Joint meeting of the Executive Boards of UNICEF and UNDP/UNFPA
[FOR INFORMATION - DP/1999/6-DP/FPA/1999/1-E/ICEF/1999/AB/L.2]

A meeting of members of the Bureaux of the UNDP/UNFPA Executive Board, the Executive Board of the World Food Programme (WFP) and the UNICEF Executive Board

was held on 16 November 1998 at the request of the UNDP/UNFPA Executive Board. At that meeting, it was agreed to hold a joint meeting of the Executive Boards of UNICEF and UNDP/UNFPA on the afternoon of 25 January 1999, to which members of the Bureau of the WFP Executive Board would also be invited. The purpose of the joint meeting is to provide information and have a dialogue on key areas for concerted action in 1999 as identified by the Executive Heads of the United Nations Development Group and to brief the Boards on further work that has been accomplished on the harmonization of the budgets of UNICEF, UNDP and UNFPA.

The Boards will also have before them for review the report of the Advisory Committee on Administrative and Budgetary Questions on this document (DP/1999/7-DP/FPA/1999/3-E/ICEF/1999/AB/L.4).

Annex

Proposed timetable and organization of work for the first regular session of 1999 of the Executive Board, 19-22 and 25 January

MONDAY, 18 JANUARY	EID AL-FITR - OFFICIAL HOLIDAY NO MEETINGS SCHEDULED AS PER GENERAL ASSEMBLY RESOLUTION 51/211		
TUESDAY, 19 JANUARY	a.m.	Item 1	Opening of the session: (a) Election of the officers of the Executive Board for 1999 (b) Election of Executive Board representatives to the WHO/UNICEF/UNFPA CCH and to the UNESCO/UNICEF JCE for 1999-2000 (c) Statements by the President and the Executive Director
		Item 2	Adoption of the provisional agenda and timetable and organization of work
		Item 3	Report of the Executive Director (Part I): Annual report to the Economic and Social Council
	p.m.	Item 4	Resource mobilization strategy for UNICEF
WEDNESDAY, 20 JANUARY	a.m.	Item 5	PSD work plan and proposed budget for 1999
	p.m.	Item 6	Country notes
THURSDAY, 21 JANUARY	a.m.	Item 6 (cont'd)	Country notes (continued)
		Item 7	Summary of MTRs and major evaluations of country programmes
	p.m.	Item 7 (cont'd)	Summary of MTRs and major evaluations of country programmes (continued)
FRIDAY, 22 JANUARY	a.m.	Item 8	Progress in implementing the biennial support budget for 1998-1999
		Item 9	Financial matters:* (a) UNICEF financial report and audited financial statements for the biennium ended 31 December 1997 and report of the Board of Auditors (b) Report to the United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions
	p.m.	Item 10	1999 UNICEF Maurice Pate Award
		Item 11	Other matters
		Item 12	Closing remarks by the Executive Director and the President
MONDAY, 25 JANUARY	a.m.	NO MEETING SCHEDULED	
	p.m.	Item 13	Joint meeting of the Executive Boards of UNICEF and UNDP/UNFPA

* Deferred from the second regular session in September 1998.

** When consideration of an agenda item concludes ahead of the allocated time, the next item will be taken up for consideration and the timetable adjusted accordingly.